



**SPECIAL COMMON COUNCIL MEETING
JANUARY 3, 2011
6:00 P.M.**

Regular Meeting	The Special meeting of the Common Council of the City of Middletown was held in the Council Chamber of the Municipal Building on Monday, January 3, 2012 at 6 p.m.
Present	Mayor Daniel T. Drew, Council Members Thomas J. Serra, Ronald P. Klattenberg, Mary A. Bartolotta, Gerald E. Daley, Robert P. Santangelo, Philip J. Pessina, Joseph E. Bibisi, Linda Salafia, Todd G. Berch, and Deborah A. Kleckowski, Corporation Counsel Daniel B. Ryan, Sergeant-at-Arms Acting Chief of Police McKenna, and Council Clerk Marie O. Norwood.
Absent	Corporation Counsel Daniel B. Ryan.
Also Present	Public Works Director Bill Russo, Finance Director Carl Erlacher, Director of IT William Oliver, Human Relations Director Faith Jackson, Planning, Conservation, and Development Director William Warner, Water and Sewer Director Guy Russo, Fire Chief Gary Ouellette, Acting City Attorney Timothy Lynch, and Acting Chief of Police William McKenna, Joseph Samolis and Stephan Allison and 6 members of the public.
Meeting Called to Order	The Chair calls the meeting to order at 6:03 p.m. and leads the public in the pledge of Allegiance.
Call of Meeting Read	The Call of the meeting is read and accepted. The Mayor declares this call a legal call and the meeting a legal meeting.
Workshop Opens	<p>The Chair opens Questions to Directors workshop at 6:04 p.m.</p> <p>Councilman Santangelo asks to address questions to the Director of Water and Sewer Guy Russo. Mr. Russo states he is joined by the representative of Continental Utilities, Mr. Brogan and if their assistance would be necessary, they are ready to come forward. Councilman Santangelo states the questions are regarding the software. One is what is the urgency to have it in place. Does it have to be done quickly. Mr. Russo responds we are on the third billing cycle with Quality Data Systems. In three billing cycles, we put out a satisfactory billing and working with programmers; however, we still have billing operations that we have not had success and he hears directly and assumes most members of the Council have heard there are problems with billing. If you act today, we are scheduled to do data conversion for May during the semiannual billing. By March, they need everything converted and need to start trying the program reading files in early April. There is some urgency. Councilman Santangelo states how long to get it into place. Mr. Russo responds it is expedited beyond what Continental normally does and they will pick up after the fact. He calls Mr. Brogan forward; he will describe under due diligence is a recommendation made by Councilman Bauer when he was on the Water Pollution Control Authority and when they went to the system, the data was not mapped at all with Quality and CSI has it as a bench mark. Mr. Brogan states normally a database this size, you bill twice a year and because of that we can stay focused. When it is filled out, they can map out the implementation procedure and usually means a successful implementation. They will follow that map and they are confident they will be successful. You will be pleased with it 20 years from now. Mr. Russo states the business requirements will be used universally down the road and because the business principles are captured on how we prefer to do business it is the most basic level. Councilman Santangelo states this can be multipurpose. Mr. Brogan responds it is utility billing management software and it is a dot.net environment and readiness fit for other software. The world is emerging with the integration of other platforms and dot.net platform, the architecture is more difficult to get established, but once it is accomplished, it is ready for other integrations. Mr. Russo states the Council was well aware of the server crashing and we have been looking at other vendors because Northern Data was not advancing in keeping with the current technology platforms. This was something that was in the works and had our attention. Councilman Santangelo states the research and installation you want on line by May. Mr. Russo responds yes.</p> <p>Councilman Bibisi is recognized but states his questions are not for this director.</p>

Councilman Serra states assuming the Council agrees to this program, two things, one how is our IT Department going to handle this; do they know what to do. Mr. Russo defers to Bill and David Moumaud. Councilman Serra states the second is who will be negotiating the contracts for the benchmarks of accomplishments before compensation. Mr. Oliver, Director of IT states we have been involved from the beginning and came to the vendor from two approaches. We wanted it integrated with standard practices and tools and water and sewer made the selection years ago and it fits our environment. It will integrate with the tools we have and data can be transferred electronically. The second is we are handling this project like the police station. It is an IT project and we will manage and oversee it. We want performance and payment models. We want the payments going along as benchmarks are made. Councilman Serra states that will be done. And does interface. Mr. Oliver responds yes. Councilman Serra asks if this is the third time. Mr. Oliver responds yes. Councilman Serra states third is the charm. Mr. Oliver replies that is why he is leading this project because he doesn't want to spend more money.

Councilwoman Kleckowski asks Mr. Oliver to talk about this software; will it integrate with the Tax Assessor's Office and information can be read. There is confusion. Mr. Oliver states the idea is to integrate with the Finance Department and know that part is working. Those payments can be feed into the general ledger. We know we have to get the assessor information and that information is loaded and we don't have confidence with the assessor systems and part of the problem is the assessor is none standard. He knows he can get data out once to load but doesn't think there will be day to day integration; it might have to be manually updated until the assessor's software is updated. Councilwoman Kleckowski asks why it isn't done the other way. There is a lot of discussion from the Tax Assessor because of the information that is the same and in this day and age, the computer systems should be able to communicate. If it is done manually, it means errors and who will do it and what other departments will not be integrated. Mr. Oliver states he would love to do them all and he can't. This is the same standard systems of the Town Clerk, Financial system and CAD system and there are still systems that are outside those. The Assessor's is one of them. It is outside the standard. What we are doing is that anything for review follows the standards. The Chair states your point is well taken and we will look at upgrading all systems and we will integrate them and more importantly the tax collection system.

Noted for the Record

Councilman Faulkner takes his seat at 6:18 p.m.

Councilwoman Kleckowski states there was much discussion on that. Mr. Oliver states it will not solve all the problems but will put Water and Sewer into the platform to integrate. Councilwoman Kleckowski states some of the problem she was warned about will be null and void. People won't get unusual water bills. Mr. Oliver states it is software and expertise with customer billing. Their focus and expertise will help improve our process. Councilwoman Kleckowski states the presenters were impressive and their concerns were as well.

Mr. Russo comments at the Finance and Government meeting, it was something that Bridgeport Hydroelectric went through a big conversion. He shows a diagram. When you change software, you get a big uptick in problems, but then it settles out. He is not making excuses. He went through this with the Northern system. He states it is the nature.

Councilman Bibisi asks to address questions to Director Bill Warner. He asks on 10-5, he supports it but who will construct the driveway, 10 x 65. Mr. Warner responds they are only giving an easement. Councilman Bibisi states the City is not doing it. Mr. Warner responds no.

Councilman Klattenberg asks for City Attorney Lynch. He asks we have a communication of actions taken by Finance and Government about a couple of positions at our meeting on the 28th. It is in communications where the vote taken by members attending and three agreed. We met in order to act on the resolution passed by the Council in October. There was a resolution passed to freeze all hiring and rehiring when an employee was retiring and it was in a resolution to have the Finance and Government Operations Committee look at them and review them before the hiring process could begin and that is what we did. We reviewed three and the legal secretary was one. The question he is raising is that if they Council agrees with the findings of Finance and Government Operations that they are important positions and a sense of urgency and if the Council supports that judgment are we usurping the authority of the Mayor. Isn't it still the Mayor who hires for the City. Attorney Lynch responds correct. Councilman Klattenberg states whether or not we release the three positions, what we are saying is revert back to the ordinance to begin filling the positions within ten days. The Mayor can do a number of things and what he decides to do it is the judgment of the Council. Attorney Lynch states the Committee was acting

within the resolution by reviewing before hiring and the hiring is the Mayor's decision. Councilman Klattenberg states it was a review process of which positions are important to act on. Attorney Lynch responds yes. Councilman Klattenberg states that was for two of them and one for the Health Department, we took another step in the decision process which was that someone should be brought in as a band aid while the Mayor's Task Force looks at reorganization and makes a decision, but in the interim, if you could find someone qualified to staff the counter, it would be helpful for continuity purposes. You answered the question that we have not usurped the authority of the Mayor. Attorney Lynch responds the Committee followed the resolution.

The Mayor states, for clarification on that point, the reason he is not filling them is that he doesn't want to usurp the recommendations of the Task Force; if he fills them, we might not be able to do the recommendations of the Task Force.

Councilwoman Kasper asks for Bill Warner, Director of Planning, Conservation and Development. She asks about the proposal and she is supportive of and the resolution as such time it ceases to exist it will revert to 18 Portland Street for the residents there. I think we are giving the land to 18 Portland Street, but it would come back to the City after the five years. Mr. Warner responds the City would own 18 Portland Street and it will go to that address at a price the Council decides on. It might be the community garden is not working and they were supportive of helping 18 Portland Street. Any money coming back will go to block grant funds.

Noted for the Record

Councilwoman Bartolotta takes her seat in the Chamber at 6:30 p.m.

Councilwoman Kasper asks after five years it reverts; can we amend this. Mr. Warner responds yes.

Councilman Faulkner asks the City owns both the properties. Mr. Warner responds just one, but it had two houses on it. Councilman Faulkner asks was there any other explorations for this property or was it determined. Mr. Warner states it was a tax foreclosure and the City came to him to find money to demolish it. They used CDBG to do that and then had a request for proposals and they received two, one from NEAT and one from owner at 18 Portland Street. His goal was to have a driveway so his tenants could park. NEAT sent in theirs and both were very well supported and the Economic Development Commission compromised so 18 Portland could have their driveway and NEAT, their garden. Councilman Faulkner asks if the property is too small for another home. Mr. Warner responds through the process the property is 27 feet wide; it was 4 units on less than 5,000 sq feet. Generally Portland Street residents was that it was too dense and it should be a green space. If we can't come to an agreement and we are negotiating with a price, it is a building lot so we could still have it as a building lot. Councilman Faulkner states as the process, we have had trouble with City property to sell it or do something else with it, is this particularly how we do it. Mr. Warner responds yes, it went through the Economic Development Commission who determines what to do with it. Councilman Faulkner asks on the \$40,000; he asks if he is involved. How is the process; he has trouble with it. When this came up at our meeting CAC, his issue was what we are paying people to do with no business and he would rather see money used to bring traffic to those businesses. Who will manage this process. There are a lot of organizations involved. Who has the expertise and control of the data. Mr. Warner states a lot of the data is confidential; they really have to open their books and show a lot of data and that they lost money since the start of the construction. The businesses will have to show a loss and it will be handled in his office; before money is disbursed, the Mayor, Councilman Daley, and I have to sign off on the disbursement. Councilman Faulkner asks if it is as simple as business volume. Economically everyone is having trouble and can you differentiate between regular economics and this situation. Mr. Warner states it is for retention of low to moderate income jobs. We will help businesses that are losing money and have to lay off. We will help retain those jobs by providing money. That is the way to help them. They will have to show from the start date of the bridge work, business has dropped. Councilman Faulkner asks if we talked with the state. Mr. Warner responds yes, they don't have any programs. Councilman Faulkner states something else on the this about police officers, someone dealing with traffic between 4 and 7 p.m. on Main Street. He asks if it has any relation to this program. Mr. Warner responds no.

Councilman Pessina states you will vet the business to ensure they show the business records. Mr. Warner responds yes; we provided the job application we will use. Councilman Pessina states he wants to be clear, it is for businesses north of Washington Street affected by the bridge. Did someone from the south end say they were affected by the bridge. Mr. Warner responds they could; they could show that revenues began declining when

the bridge construction started. Councilman Pessina states on 10-6, it is \$25,000 and 10-9, \$40,000 and that is \$65,000 in proposed funding and any transfers of the Economic Development fund, do you have conversations with the Finance Director in reference to all this money. Mr. Warner states it is federal or economic development and outside the general fund. I talk to Carl and it is economic development. Councilman Pessina states he is not aware directly of the proposals. For 10-8 parking lot and I see the monetary terms of the agreement, I guess this question is to you and in reference to these proposals, the Finance and Government has the direct fiduciary responsibility for the City and when you are having contracts, I think the proposals should come to Finance and Government. If it is grant funding so be it about when spending dollars, we should review it.

The Chair states he appreciates the concern and if you want it to go, you can refer it back to that committee. Councilman Santangelo states if you are expending dollars, that is correct, but this is revenue. Mr. Warner states by ordinance it comes to Economic Development. Councilman Pessina states on the other two, we are expending money. Councilman Santangelo states this is not an expenditure, it is money coming in. Councilman Pessina states Government and Finance should look at all expenditures coming forward; there is an annual maintenance cost and we should review them. We have to be responsible for all monies. Mr. Warner states the hospital is paying for the maintenance cost and federal block grant money is through the CAC committee and the Council has approved the plan and you approved that all monies go through the committee to the Council. Councilman Pessina asks the mayor when your committee comes up with the final decision making, that will come to Government and Finance for review. The Mayor states they will be making recommendations and their report will be made to me and then I will make a report to Finance and Government and then you will make a report to the Council. It is a multilayered process. Councilman Pessina states they have a target date. The Mayor responds by the end of February. Councilman Pessina states we will have it by budget time. Councilman Klattenberg asks if the members have been appointed to the task force. The Chair states they are set to go and we are meeting shortly. Councilman Klattenberg asks who is on it. The Chair states he will send it to your office.

Councilwoman Kasper asks Mr. Warner the maintenance costs and the annual and monthly so they are getting that cost and that is direct to the general fund and the balance to EDC fund. Mr. Warner states there is a typo it should be \$61,000. It is a complicated lease; 5 years ago it was a gravel road and the hospital came to Council and Park and Recreation Committee and said they would pave it and put up lights and the little league can benefit it and we want to lease it for five years. The Council allowed the hospital to recapture their investment and they won't pay the lease until they pay off the \$110,000 and it will be a year and a half left to recapture the money. Once they do that, the lease payments will go to the general fund. Councilwoman Kasper states why are the costs subtracted from the base rate. Mr. Warner states because they are paying it so they are reducing what they pay monthly which stretches out the time to get payment. He states the \$48.50 came from the Economic Development Fund. The Hospital came up with much less. The Economic Development Committee stated to the Hospital that downtown, the monthly fee is \$75 and they maintain it. Councilwoman Kasper states they are providing snowplowing. Mr. Warner states the hospital is doing that; they park there every day and they put in that walkway.

Councilman Serra asks for the City Attorney and Finance Director and Personnel Director. The Mayor states the Personnel Director is not here. Councilman Serra states his questions are about the retirements and vacant positions. He states the incentive retirement; can you tell me what we have saved by the incentive retirement and it is monies and it is 33 positions. What have we saved. Mr. Erlacher states most of the retirements are this month, next month and the month after and to date there are not many savings. Councilman Serra asks about the dates changed. Mr. Erlacher responds some were in November, December, January, and March 1

Noted for the Record

Councilman Daley takes his seat at 6:51 p.m.

Councilman Serra states not all positions belong to the City; some are from the Board of Education. Councilman Serra states 1/3 are the Board of Education. Mr. Erlacher states the Consumer Protection Director left July or August and the salary of \$80,000 we have saved that and not including that retirement list. Councilman Serra states we pay benefits up front and we can't put them into the retirement savings. Mr. Erlacher responds we are self-insured on the health benefits. He states we charge the budgets a premium and if there is overage or shortage, we charge the fund. Councilman Serra states we don't have a figure on the 33 positions. Mr. Erlacher states some were filled and filled by existing members so there are still some empty positions. Councilman Serra states you don't have a figure

yet and from his research a number have been filled already by internals so whatever they had they are available. Mr. Erlacher states Local 466, they have a right to fill them by an internal process. He states he just got a schedule from Personnel in the last five days and he has not had a chance to analyze that. Councilman Serra states the thrust of incentive is to save money and efficiency of delivery of services and in terms of filling jobs we don't have figures, can't we wait to get a handle on this before hiring. Mr. Erlacher states we will be working with the committee and identifying those positions that need to be filled. Councilman Serra states he hopes that will be done. He states he was confused about filling of a vacancy. That is my ordinance since 1983; doesn't the Mayor have to carry out ordinances and you hinted that it comes to Finance then the Council and the Mayor can do what he wants. Attorney Lynch states what Finance and Government is doing is carrying out the directions of the Council resolution; the Council had resolved that any vacant positions had to be filled had to go before Finance and Government Operations. Councilman Serra states so if released, the Mayor has to fill them. It says as soon as it clears Finance and Government, vacant positions have to be filled starting ten days from the declared vacancy. You are saying if it is not accepted, then that ordinance is waived and not in effect. Attorney Lynch states it directs the mayor to take steps, then he would have to look at it to see if it mandates his filling. He is looking to study and is that a step toward filling the positions. Councilman Serra states 8J is a report about retirement positions released and if the Council accepts it, it is released and if not, they are not. Attorney Lynch replies that is under the Council resolution. Councilman Serra states if we don't accept 8j, then those positions are not released. The Chair asks the Acting City Attorney even if the positions are released, the Charter empowers the Office of Mayor and Finance and Government to review government. Attorney Lynch states we need to interpret the ordinance of filling vacant positions and whether or not your action is a step in that direction.

Councilman Klattenberg states he takes exception to that and the ordinance says and going on past history, historically when positions became available and action wasn't taken, we sometimes exercised that nothing was being done and it is my understanding that there are a few things that can be done to fulfill the requirements; an acting position is one a Mayor took while a hiring process was put into place. I don't think looking at reorganization is the steps toward filling the requirements of the job. It is looking at this job but this step is like the mayor is looking at a car and design and these positions are putting wheels and gas in the car and we are trying to make sure and you put together a compelling discussion that you don't have a legal secretary and you don't have a legal secretary and it was problematic to Finance and Government and when we heard the discussion of the tax collector's position, explaining the work being done and where they stand with resources and what will happen March 1 when they lose another position so they need to train someone when the heaviest work load is just beginning. We are saying something needs to be done and we are not saying what and that something is not to do a study, but to do the job.

Councilman Berch states to Acting City Attorney Lynch the Blue Ribbon Commission and Finance and Government will be advisory to the Mayor with these positions. Attorney Lynch responds that is his understanding. Councilman Berch states the decision will be the Mayor and the blue ribbon is not going to Finance and Government Operations, but directly to the Mayor. Attorney Lynch replies yes.

Councilman Faulkner asks the Police Chief on the \$40,000. Councilwoman Kleckowski states she has a question for this director; she asks if a resolution can supersede an Ordinance. It is a recommendation. Attorney Lynch states it is a recommendation. Councilwoman Kleckowski states the executive branch has the power. Attorney Lynch responds the Mayor completes the steps to fill vacancies.

Councilman Faulkner asks his question of the Police Chief.

Workshop Closes

The Chair asks if there are further questions. Seeing none, he closes the workshop at 7:04 p.m.

Motion to Adjourn

Councilman Santangelo moves to adjourn and is seconded by Councilman Berch. The chair calls for the vote and it is unanimous to approve. The Chair declares the meeting adjourned at 7:04 p.m.

ATTEST:

MARIE O NORWOOD
Common Council Clerk